## 1. In Wordpress Admin Dashboard go to RESTAURANT > All restaurant



2. Find restaurant you want to revisionize

TIP: You can revisionize ONLY active restaurant not drafts. You can recognize active restaurant by green true icon, draft restaurants will have a grey flag instead of green true icon. (Middle column) Active restaurant also has Revisionize link in the right corner (Last column)

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Madlie na Lodge	Never	•	•	Anywhere		Dec 5, 2017 by Crysta Darman in	Dec 7, 2050	Babies & young children welcom g facilities , Free W1-Fi, Full wheelc hair access, Highch airs, Outdoo r Dining, Outstan ding views, Pet friendly, Seating inside, Seating outside, Take away, Vouche	Best Newco mer Award, Mediter ranean	Revisionize

3. Click the link Revisionize and that will create a draft (inactive copy) of the chosen restaurant.

4. First change the name in Permalink /edit (the best way is to add year 2019 next to the restaurant name.)



- 5. Change the date of publishing. Choose the date of Gala award dinner at 00:01 > that will automatically make this draft active on this date and time.
- 6. Change other things/ information need to be changed
- 7. Press red Publish button
- 8. Your draft is ready and it will go online on chosen date and time. And currently active version will become a draft.

Madli Dec 5 Dec 7 • / 1 017 2050 Newco 81 by Crysta children Award, welcom Mediter e, Baby changin g facilities Free Wi-Fi, Full wheeld hair acces Highch Outdoo Dining Outstan ding Pet frier Seati Seating histuc Take away Vouche Scheme 0 Dec 7 Babies Madlie Rest

Difference in draft and active version